

# Nevada WebIZ User Training



## Web-Based Immunization Information System

**Presented by:**

**Nevada State Immunization Program**

**Bureau of Child, Family & Community Wellness**

# WebIZ Specifics

- Overview
- Getting Started/Contact Information
- Login to WebIZ
- Main Menu items
- System Navigation & Behavior
- Searching for Patients
- Creating a New Patient Record
- Patient Screens Information
- Vaccinations
- Reports



# WebIZ Overview

- **Browser-based:** No desktop software installation!
- **Requirements:** Internet Explorer (5.0+) and Adobe Reader  
(Adobe available for download in WebIZ!)

- **Central Patient Repository**

- **Secure Data Entry**

- **Immunization Tracking and Recommendation**



# Getting Started

- **Provider submits a request to establish an account**  
(Completes WebIZ application, including all Clinic and User information)
- **User Training**  
(All WebIZ users should attend a training course prior to using the application)
- **HelpDesk staff will establish an account**  
(Will supply Provider with User Names and Passwords)
- Production (“Live”) URL (<https://health.nv.gov/WebIZ/>)
- Training URL (<http://health.nv.gov/webiztrn/>)



# Login to WebIZ

WebIZ - Microsoft Internet Explorer

File Edit View Favorites Tools Help

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**WebIZ**

WELCOME TO  
**Nevada WebIZ**

LOG INTO **WebIZ**

Please enter your username and password to access WebIZ. Click the 'Login' button to continue...

Username: Password:

Login

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THE GREAT SEAL OF THE STATE OF NEVADA

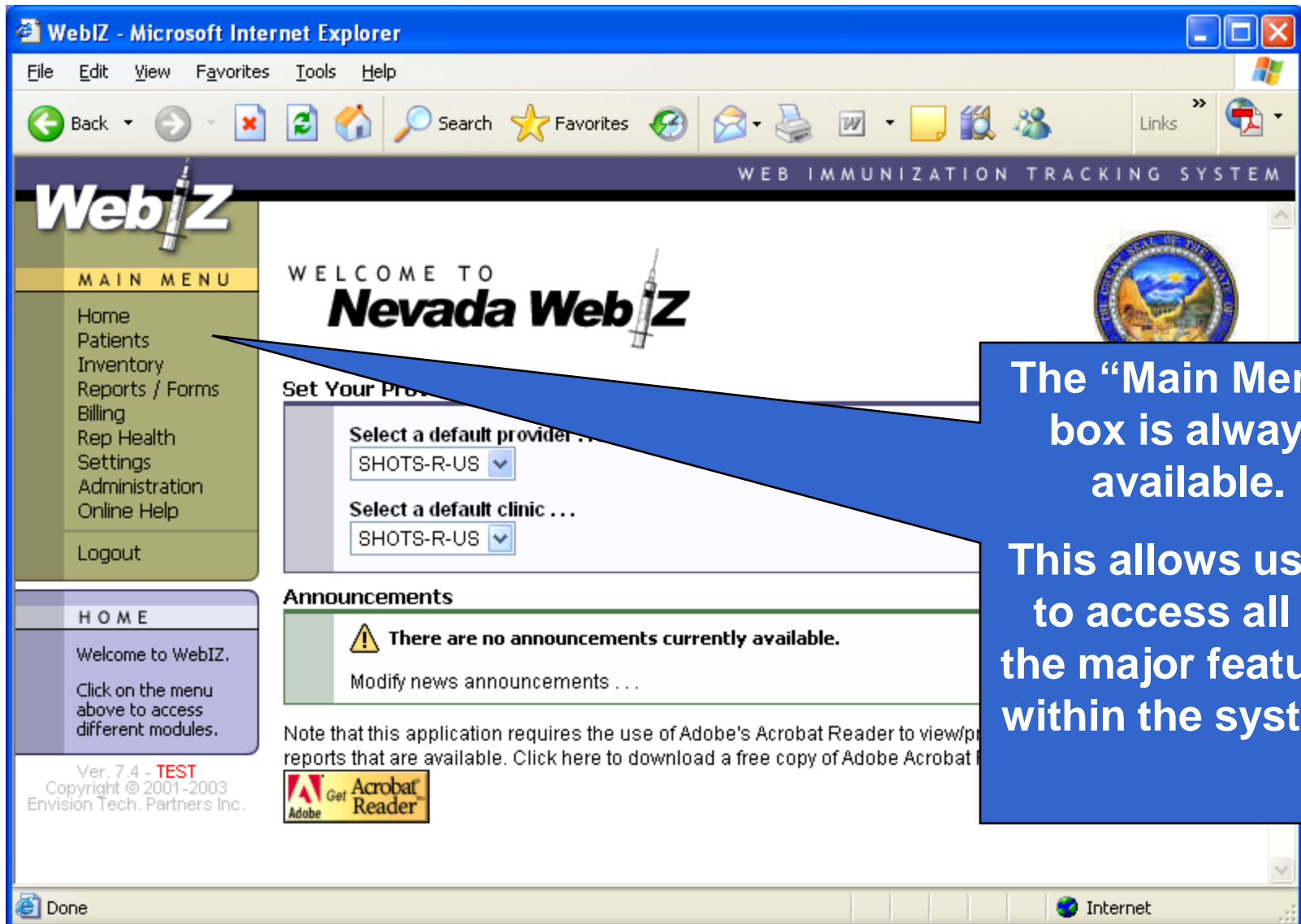
Done

Enter username and password to access the system.

This web site is part of the Nevada State computer network used to accomplish state functions. The State of Nevada monitors this web site for security purposes to ensure it remains available to all users and to protect information the system. By accessing this web site, you are expressly consenting to these monitoring activities. Data disclosed via this web site may not be shared or disclosed to any individual or used for any purpose other than which is state

Users are prompted to create a unique password at initial login

# Main Menu



# Announcements

WebIZ - Microsoft Internet Explorer

File Edit View Favorites Tools Help

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**WebIZ** WEB IMMUNIZATION TRACKING SYSTEM

**MAIN MENU**

- Home
- Patients
- Inventory
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- Rep Health
- Settings
- Administration
- Online Help
- Logout

**HOME**

Welcome to WebIZ.

Click on the menu above to access different modules.

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**WELCOME TO Nevada WebIZ**

**Set Your Provider/Clinic**

Select a default provider ...  
SHOTS-R-US

Select a default clinic ...  
SHOTS-R-US

**Announcements**

**There are no announcements currently available.**

[Modify news announcements ...](#)

Note that this application requires the use of Adobe's Acrobat Reader to view/print some of the files and reports that are available. [Click here to download a free copy of Adobe Acrobat Reader.](#)

**Get Acrobat Reader**

Done Internet

Users should check announcements at every login for important information regarding system changes or planned outages.

# Default Provider/Clinic

WebIZ - Microsoft Internet Explorer

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**Set Your Provider/Clinic**

Select a default provider ...  
SHOTS-R-US


Select a default clinic ...  
SHOTS-R-US

**Announcements**

 **There are no announcements currently available.**

Modify news announcements ...

Note that this application requires the use of Adobe's Acrobat Reader to view reports that are available. Click here to download a free copy of Adobe Acrobat Reader



**Users must always remember to review/set the default provider and clinic for their current session.**

Done Internet



# System Navigation and Behavior

- Tab between fields
- Menu & Submenu used for navigation
- Copy, Cut and Paste date in fields
- Double-click date fields for today's date
- Mandatory Items are shown in bold print
- Double-clicking opens screen defaults (bold outline)



# Special Icons

WebIZ - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Refresh Print Mail Web Services

**WebIZ**

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**PATIENTS**

Search

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**PATIENT SEARCH RESULTS**

Select one of the patients below and click one of the buttons below to edit . . .

2 patient(s) found

ID:	Name:	Phone:	Insurance:	VFC:	DOB:	SP:
<input checked="" type="radio"/> 1052486	SIMPSON, MAGGIE 200 ELM ST Carson City, NV 89777			2	F	09/01/2005
<input type="radio"/> 1052488	SIMPSON, MARGE 200 ELM ST Carson City, NV 89777			5	F	07/19/1978

**? Icon – Audit Information**

**Help Icon**







New Patient Demographics Relationships Programs Notes Vaccinations

Allergies/Risks Events Rep Health






Can't find what you're looking for? Try refining your search . . .  
Immunization Record For Selected Patient . . .  
Administrative Record For Selected Patient . . .

Done Internet

# Special Icon Definitions

-  **Online Help:** Screen-specific online help can be accessed by clicking on this icon.
-  **Audit Information:** Hovering over this symbol will reveal the user that created the associated record, the user who last updated the record and the date and time these activities occurred.
-  **Notes:** Indicates that this patient has additional notes associated with their records. This should be a visual indicator for the user to review these before proceeding. (user or system generated)
-  **IZ Print Notes:** This indicates that the user has notes that will be printed on the Immunization Record. Again, this may be a visual indicator for the user to review before proceeding. (user or system generated)
-  **Allergy/Risk:** The patient may have a contraindication to specific vaccinations and this should be examined prior to recommending or administering vaccinations. (user generated)
-  **Deceased:** This patient is deceased. This may be useful for excluding a patient from being reminded of future vaccination requirements.  
\*Only WebIZ staff can view a record once it has been marked "Deceased".

# More Special Icon Definitions

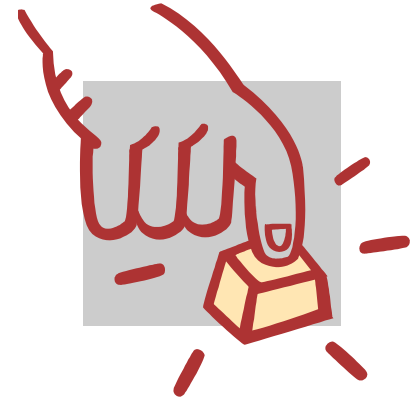
-  **Deleted:** This patient has been “deleted” from the system. This patient will no longer show up in reports. **Always** make sure the patient you are working with is not deleted!! Only users with special privileges have the ability to delete and undelete patients.
-  **Calendar:** Most date fields in the application are accompanied by a calendar function that will allow the user to click on it and select a date or double-click in the field and set it to today's date.
-  **Warning:** This icon is a visual indication that something did not or could not occur. For instance, if no results are returned based on input criteria, this symbol along with an explanation would be returned instead.
-  **Dose Not Administered:** The syringe icon associated with a patient vaccination record means that the Vaccine Added has not yet been “administered” in the application- meaning the process is not complete (only for Types 2 & 3 inventory). **Failure to administer a dose will have adverse effects on inventory and future entries.**
-  **Invalid Dose:** This icon represents a vaccination that has been marked as invalid. This may be because the vaccination has been given too early or was found to have been expired. (user generated)

# Tips & Tricks

**Never** use the back or forward buttons while using WebIZ.

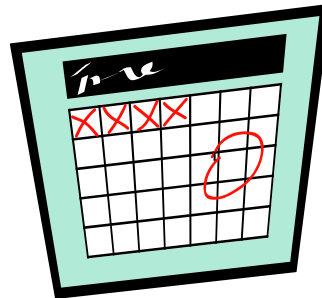


**Hit Enter to trigger  
“The Default”**



## **Calendar Icons-**

Clicking on these icons opens up  
a calendar to select a date



# More Tips & Tricks

- **Search Criteria -**

**Search Smart!**

Reference the guide to best search practices included in the toolkit



- **Vaccination History –**

Parental Record data may be entered using the “Add History” function (doses added through “Add History” will not be included in reports)



- **Assume success**  
**if nothing “pops up”**



# Patient Search

WebIZ - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Search Favorites Links

WEB IMMUNIZATION TRACKING SYSTEM

ADVANCED SEARCH

Search criteria to search patients and click the 'Search' button to view...

Home Patients Inventory Reports / Forms Billing Rep Health Settings Administration Online Help Logout

PATIENTS

Search Patient Home Demographics Events Relations Programs Notes Vaccination Allergy /

Last Name: First Name: Middle Name:

Date of Birth: Patient #: CCAIR ID: Birth Certificate ID:

Soc Sec No: Temp SSN:

Health Insurance: Insurance ID:

Previous Criteria Clear Search

Done Internet

This button allows users to pull up the last patient searched for.

This screen allows users to search for an existing patient (by clicking on "Patients" in the Main Menu).

Searches on names are wildcard searches. All patients matching the search criteria will be returned. Please refer to the guide to best search practices included in the toolkit.

# Patient Search Results

**WebIZ - Microsoft Internet Explorer**

File Edit View Favorites Tools Help

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**PATIENTS**

**PATIENT SEARCH RESULTS**

Select one of the patients below and click one of the buttons below to edit . . .

**2 patient(s) found**

ID:	Name:	Phone:	Insurance:
<input type="radio"/> 1052486	SIMPSON, MAGGIE 200 ELM ST Carson City, NV 89777		
<input type="radio"/> 1052488	SIMPSON, MARGE 200 ELM ST Carson City, NV 89777	5	F

**New Patient** **Demographics** Relationships Programs Notes  
Allergies/Risks Events Rep Health

**Can't find what you're looking for?** Try refining your search . . .  
Immunization Record For Selected Patient . . .  
Administrative Record For Selected Patient . . .

**Click to create a New Patient**

**Users may select a patient by double clicking on the record. Doing so will access the "Demographics" screen.**

Done Internet



# Create a New Patient

WebIZ - Microsoft Internet Explorer

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**PATIENTS**

- Search
- Patient Home
- Demographics

**NEW PATIENT**

Enter new patient information below and click the 'Create' button to create a new patient...

**Add a new patient**

Patient #: (assigned by system)

**Last Name:**  **First Name:**  **Middle Name:**  **Generation:**

**DOB:**  ☐ Unavailable? **Gender:**

**SSN:**

**Mother Maiden:**  **Mother First:**  ☐ :Reproductive Health Patient?

**Create**

Internet

Enter Patient Information and click the "Create" button. The system will perform an intelligent search to ensure the patient does not already exist in the database.

# Patient Information

WebIZ - Microsoft Internet Explorer

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**PATIENTS**

- Search
- Patient Home
- Demographics
- Events
- Relationships
- Programs
- Notes
- Vaccinations
- Allergy / Risks

This is your central location to access patient demographics, consent, relationships and vaccinations. Once a patient is selected, click any of the buttons at the bottom of the screen to continue.

**Currently selected patient**

ID:	Name:	M/F:	DOB:
1052486	SIMPSON, MAGGIE	F	09/01/2005

**Demographics** Relationships Programs Notes Vaccinations Allergies/Risks

Events Rep Health

Search For An Existing Patient ...  
Immunization Record ...  
Administrative Record ...  
HIPAA Notice ...  
Combine Patient

Information about the patient can be added or viewed by selecting any one of the categories that are listed. Note that these are the same choices as are listed in the "Patients" submenu.

# Patient Demographics

WebIZ - Microsoft Internet Explorer

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**WebIZ**

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**PATIENTS**

- Search
- Patient Home

**PATIENT DEMOGRAPHICS**

Edit the demographic information for the currently selected patient and click the 'Update' button to continue.

Immunization Record ...  
Adopt Patient ...

**Edit patient demographics - SIMPSON, MAGGIE (1052486) DOB: 09/01/2005**

Addr Hist Default Clinic Contacts Se

**Patient Information**

Last Name: First Name: Middle Name: Generation: Title/Credential:

SIMPSON MAGGIE

Gender: DOB: Unavailable? VFC Eligibility:

FEMALE 09/01/2005 (2) DOES NOT HAVE HEALTH INSURANCE

CCAIR ID: Language: SSN: Temp. SSN: VFC Flu Eligible:

History of Chicken Pox: HIPAA Notice Status: Date Given: Last Notice Given:

NO ACKNOWLEDGED 03/22/2006 Give HIPAA Notice No Notice Given

**Alias Information**

Internet

The "Demographics" screen is used to enter/view patient contact, ethnicity, and birth information.

# Patient Events

WebIZ - Microsoft Internet Explorer

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**WebIZ**

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**PATIENTS**

Search

Patie  
Dem  
Even  
Relat  
Progr  
Note  
Vacc  
Allergy / Risks

**PATIENT EVENTS**

Update a Patient Event below by double-clicking or use the 'Add Event' button to create a new event

Add Event

**View patient event(s) - SIMPSON, MAGGIE (1052486) DOB: 09/01/2005**

The selected patient is associated with the following event(s):

Event Date	Event Type	Mandatory	Event Text
03/22/2006	HIPAA NOTICE	NO	HIPAA NOTICE GIVEN 3/22/2006 12:13:50 PM...

?

Delete Update

Done Internet

Patient Events are generated by the system and can also be added manually, for non-vaccine events.

# Patient Relationships

The  
“Relationships”  
screen is used to  
link patient  
familial and  
household  
relationships.  
\*\*Use with  
CAUTION- Adding  
a “relative’s”  
information  
automatically  
establishes a new  
record for the  
individual added.


WebIZ - Microsoft Internet Explorer

File Edit View Favorites Tools Help

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WEB IMMUNIZATION TRACKING SYSTEM

## PATIENT RELATIONSHIPS

View or Add a Patient Relationship Group. 

Client relationship(s) - SIMPSON, MAGGIE (1052486) DOB: 09/01/2005

Update	Name	Relation / Marital Status	DOB	Gender	Del
<input type="checkbox"/>	SIMPSON, BART 200 ELM ST , Carson City	CHILD SINGLE	07/04/2005	MALE	<input type="checkbox"/>
	<input checked="" type="checkbox"/> Lives With?				
<input type="checkbox"/>	SIMPSON, LISA 200 ELM ST , Carson City	CHILD SINGLE	10/14/2004	FEMALE	<input type="checkbox"/>
	<input checked="" type="checkbox"/> Lives With?				
<input type="checkbox"/>	SIMPSON, MAGGIE 200 ELM ST , Carson City	CHILD SINGLE	09/01/2005	FEMALE	<input type="checkbox"/>
	<input checked="" type="checkbox"/> Lives With?				
<input type="checkbox"/>	SIMPSON, HOMER 200 ELM ST , Carson City	CHILD SINGLE	03/17/1977	MALE	<input type="checkbox"/>
	<input checked="" type="checkbox"/> Lives With?				

Internet

# Patient Programs

WebIZ - Microsoft Internet Explorer

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- Search
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**PATIENT PROGRAMS**

View the Public Health programs that the patient is enrolled in below

**View patient program(s) - SIMPSON, MAGGIE (1052486) DOB: 09/01/2005**

The selected patient is a participant in the following program(s):

Program	Open Date	Close Date	Close Reason
Immunization	09/26/2005		

Done

A patient is automatically registered in WebIZ's "Immunization Program" upon entry of their 1<sup>st</sup> administered vaccine. As long as the program is in "Open" status, the patient will be included in the Default Provider's Patient Roster & Reminder/Recall. Use this screen to close a patient's program (AKA "MOGE") by clicking "Update" & entering a "Closed" date.

# Patient Notes

WebIZ - Microsoft Internet Explorer

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**PATIENT NOTES**

Click on the 'Create' button to create a new note or click 'Cancel' to return to the Patient Notes page...

**Add a new note - SIMPSON, MAGGIE (1052486) DOB: 09/01/2005**

Note Type: GENERAL

Note Date: 03/22/2006

Note Author: COUSE, BRAD

Note Provider: SHOTS-R-US

Note Text: MAGGIE IS REALLY THE SMARTEST SIMPSON

Done Internet

Use "Patient Notes" to document miscellaneous information about patients. Medically important notes may be printed on the Immunization Record by choosing the "IZ Print Note" type.

## Allergy / Risks

**Allergies and risks added to the record will be displayed on the patient search results and vaccinations screens.**



# Exercise 1 – Add Patient

- **Add New Patient** – Add a new patient to the system that is at least 2 months old
- **Add an Allergy/Risk**
- **Search** – Use different criteria
- **Update Patient Demographics**



# **Vaccinations**

# Inventory Tracking Types

## **Type 1 – No WebIZ Inventory Control**

Providers of this type will NOT be prompted to specify lot#/s/manufacturers for vaccines given.

## **Type 2 – Partial WebIZ Inventory Control**

These providers must specify manufacturers/lot#s for vaccines in the Defaults screen (in Settings), BUT they are not required to add inventory in the Inventory Module to account for each dose given.



# Vaccinations Overview

WebIZ - Windows Internet Explorer

https://health.nv.gov/WebIZ/

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WebIZ

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- Allergy / Risks

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**PATIENT VACCINATIONS**

Use this Screen to Add and Update Vaccinations.

Immunization Record ...

Administrative Record ...

**Quick Add**

**Add History**

**Edit patient vaccinations - MOUSE, MARTHA (962844) DOB: 02/29/2004**

DOB: 02/29/2004 Age: 3 years 8 months 14 days Reminder Date:

**Vaccine:** **Dose:** **Date:** **Age:** **Clinic**

DTAP	1	08/31/2007	3y 6m 2d	RSTHC		<b>Update</b>
HEP B, PED/ADOL	1	03/02/2007	3y 0m 3d	NSHDIZ		<b>Update</b>

**Recommend** ☐ Auto-Recommend Vacc

**Immunization Record ...**

**Administrative Record ...**

**Patient Events ...**

**View the ACIP Child Vaccination Schedule ...**

**HIPAA Notice ...**

**Patient Default Clinic ...**

**Key Tag**

**Print Shot  
Card/Certificate**

**Users Click here to  
record a dose  
administered**







**This screen is used to maintain vaccination  
information and view vaccination  
recommendations.**

# Vaccine Information

Dose  
number in  
series

Age at  
which  
dose was  
given

Clinic that added the  
vaccine. PR indicates  
Parental (Historical)  
Record

Vaccine:	Dose:	Date:	Age:	Clinic			
TDAP	1	05/25/2007	37y 1m 21d	SHOTS-R-US			 <a href="#">Delete</a>
HEP B, ADULT	1	03/29/2007	36y 11m 25d	IZ-R-US			 <a href="#">Update</a>
HEP A, ADULT		07/31/2006	36y 3m 27d	IZ-R-US			 <a href="#">Update</a>
HEP A, ADULT		07/31/2006	36y 3m 27d	PR			 <a href="#">Update</a>

Symbol  
indicates  
an invalid  
dose

Date dose  
was given

Syringe – Dose was  
added, but not  
Administered. The  
next step is to select  
“Administer  
Vaccine” (only for  
Types 2 & 3  
inventory).

Click here  
to view/add  
details to  
vaccination  
event.

# Vaccinations Overview

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https://health.nv.gov/WebIZ/

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### PATIENT VACCINATIONS

Use this Screen to Add and Update Vaccinations.

Immunization Record ...  
Administrative Record ...

Quick Add  
Add History

**Edit patient vaccinations - MOUSE, MARTHA (962844) DOB: 02/29/2004**

DOB: 02/29/2004 Age: 3 years 8 months 14 days Reminder Date:

☒ Allergies/Risks ARE specified

Vaccine:	Dose:	Date:	Age:	Clinic	
DTAP	1	08/31/2007	3y 6m 2d	RSTHC	<input type="button" value="Update"/>
HEP B, PED/ADOL	1	03/02/2007	3y 0m 3d	NSHDIZ	<input type="button" value="Update"/>

☐ Auto-Recommend Vaccines

Immunization Record ...  
Administrative Record ...

Patient Events ...  
View the ACIP Child Vaccination Schedule ...  
HIPAA Notice ...  
Patient Default Clinic ...  
Key Tag

**Click the Recommend bar to...**


Trusted sites 100%

# Recommending Vaccines

http://health2k.state.nv.us/webiztrn/Patients/Recommend/Main...

Vaccine:	Dose:	Date:	Age:	Clinic:
DTAP	1	03/22/2006	0y 6m 21d	SHOTS-R-US
IPV	1	03/22/2006	0y 6m 21d	SHOTS-R-US
HIB	1	03/22/2006	0y 6m 21d	SHOTS-R-US
HEP B, PED/ADOL	1	09/01/2005	0y 0m 0d	PR
HEP B, PED/ADOL	2	03/22/2006	0y 6m 21d	SHOTS-R-US
PCV7 (PREVNAR)	1	03/22/2006	0y 6m 21d	SHOTS-R-US

☒ Recommended Vaccines

 There are no current recommendations at this time.

The first recommended return date is 5/21/2006 (0y 8m 20d ).

Future recommendations based on Provider Preferences for Vaccines.

Vaccine:	Date:	Age:
PCV7 (PREVNAR)	05/21/2006	0Y 8M 20D
HIB	05/21/2006	0Y 8M 20D
HEP B, PED/ADOL	05/21/2006	0Y 8M 20D
DTAP	05/21/2006	0Y 8M 20D
IPV	05/21/2006	0Y 8M 20D

Done Internet

...view concise patient information such as the date of birth, allergies/risks, previous vaccinations as well as the vaccinations recommended today and future vaccination recommendations. Note that, if using the auto-recommend feature, today's recommended vaccinations along with the next recommended return (Reminder date) date are populated in the "Add" Screen.

# Vaccinations Overview (Type 1)

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https://health.nv.gov/WebIZ/

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- Allergy / Risks

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**PATIENT VACCINATIONS**

Use this Screen to Add and Update Vaccinations.  
Immunization Record ...  
Administrative Record ...

**Quick Add** **Add History**

**Edit patient vaccinations - MOUSE, MARTHA (962844) DOB: 02/29/2004**

DOB: 02/29/2004 Age: 3 years 8 months 14 days Reminder Date:

Vaccine:	Dose:	Date:	Age:	Clinic
DTAP	1	08/31/2007	3y 6m 2d	RSTHC
HEP B, PED/ADOL	1	03/02/2007	3y 0m 3d	NSHF

**Allergies/Risks ARE specified**

**Update** **Update**

☐ Auto-Recommend Vaccines

**Immunization Record ...**

**Type 1: Click on “Quick Add” to Add a New Vaccination...**

Trusted sites 100%



# Add a New Vaccination (Type 1)

Users must select all the vaccines to be given on the vaccination date (the auto-recommend feature pre-populates these fields). *Vaccines listed are filtered by patient age and vaccination history.*

Patient Allergies and Risks are shown in red at the top.

Users may document Vaccine Refusals and auto-generate notes and/or Allergies/Risks.

WebIZ - Windows Internet Explorer

gov/WebIZ/ Certificate Error Live Search

WEB I M

PATIENT VACCINATION QUICK-ADD

Click on the 'Done' button to create new vaccination. Click 'Cancel' to return to the Patient Vaccinations page...

a new vaccination - MOUSE, MARTHA (962844) DOB: 02/29/2004

Patient Allergies/Risks  
(none)

Done

Clinic: NORTH VALLEY URGENT CARE Vac Date: 07/09/2007 Age: 3y 4m

Do not set this clinic as the Default Clinic for this Patient

Entered by: Reminder Date: No Reminder

Administration

Vaccine:	Site:	If Vaccine Refused, Reason:

Done Cancel

Vaccinations Allergy / Risks

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Done Internet 100%

# Add a New Vaccination (Type 1)

WebIZ - Windows Internet Explorer

https://health.nv.gov/WebIZ/ Certificate Error Live Search

File Edit View Favorites Tools Help

WebIZ

**WebIZ**

WEB IMMUN

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- Vaccinations

**PATIENT**

Click on Patient

**Add a new v**

Patient (none)

Clinic: NORTH VALLEY URGENT CARE

Admin Date: 07/09/2007

Age: 3y 4m 10d

☐ : Do not set this clinic as the Default Clinic for this Patient

Administered by: [dropdown]

Reminder Date: [calendar icon] ☐ No Reminder

Patient is VFC Eligible

Administration Site: [dropdown] If Vaccine Refused, Reason: [dropdown]

Done Cancel

Done Cancel

Done

Internet 100%

**Patient VFC Eligibility is displayed as a reminder**

**A Reminder date may be indicated (or check box "No Reminder")**

**Use this field to indicate which of your employees administered the dose**

**Click "Done" to finish recording the vaccination data**

# Add Vaccine History

WebIZ - Windows Internet Explorer

https://health.nv.gov/WebIZ/

File Edit View Favorites Tools Help

WebIZ

WEB IMMUNIZATION TRACKING SYSTEM

**WebIZ**

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- Relation
- Program
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- Vaccina
- Allergy

Ver. Copyright © Envision Tech.

**PATIENT VACCINATIONS**

Use this Screen to Add and Update Vaccinations.

Immunization Record ...

Administrative Record ...

**Quick Add**

**Add History**

**Edit patient vaccinations - MOUSE, MARTHA (962844) DOB: 02/29/2004**

DOB: 02/29/2004 Age: 3 years 8 months 14 days Reminder Date:

Vaccine: DTAP Dose: 1 Date: 08/31/2007 Age: 3y 6m 2d Clinic: Update

HEP B, PED/ADOL 1 03/02/2007 3y 0m Update

☐ Auto-Recommend Vaccines

**Allergies/Risks ARE specified**

**Immunization Record ...**

By clicking here, historical data ("Parental Record") may be entered to consolidate the patient record.

Trusted sites 100%

# Add Vaccine History

WebIZ - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Refresh Print Mail WebZ Web Immunization Tool

**WebZ**

MAIN MENU

PATIENT VACCINATIONS

Enter up to 6 past vaccination dates across the top of the page, check the appropriate boxes, then click the 'Add' button to continue ...

Add vaccination history - SIMPSON, MAGGIE (1052486) DOB: 09/01/2005

Child Vaccines All Vaccines Viewing: Child

Past Vaccination Clinic:  
PARENTAL RECORD - PR

Add Cancel

Vaccine:	Dates of Past Vaccinations (order not important):					
DTaP 03/22/2006	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IPV 03/22/2006	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hib 03/22/2006	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hep B, ped/adol 09/01/2005	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Done Internet

Vaccines are grouped as "Child" and "All" according to the age ranges they may be given to- this is done to minimize the initial list size.

Enter a date of vaccination and check the box below it next to the type of vaccine given.

When done, click "Add."

# Immunization Record

http://health2k.state.nv.us/webiztrn/Reports/Files/shotcard\_24527075\_20060322\_13...

Save a Copy | Select | 73%

Sign

**Immunization Record**  
Nevada Immunization registry

March 22, 2006 1:32:16PM  
SHOTS-R-US  
500 W 1ST ST

Next Date of Return:  
05/21/2006

Known Patient Allergies/Risks:

**MAGGIE SIMPSON**  
Patient ID: 1052486 Gender: FEMALE DOB: 09/01/2005

Comments:

Immunization History (\* = Reaction Specified)

DTaP	DOSE	DATE	AGE	CLINIC
DTaP	1	03/22/2006	0Y 6M 21D	SHOTS-R-US

Polio	DOSE	DATE	AGE	CLINIC
IPV	1	03/22/2006	0Y 6M 21D	SHOTS-R-US

Hib	DOSE	DATE	AGE	CLINIC
Hib	1	03/22/2006	0Y 6M 21D	SHOTS-R-US

HEPB	DOSE	DATE	AGE	CLINIC
Hep B, ped/adol	1	09/01/2005	0Y 0M 0D	PR
Hep B, ped/adol	2	03/22/2006	0Y 6M 21D	SHOTS-R-US

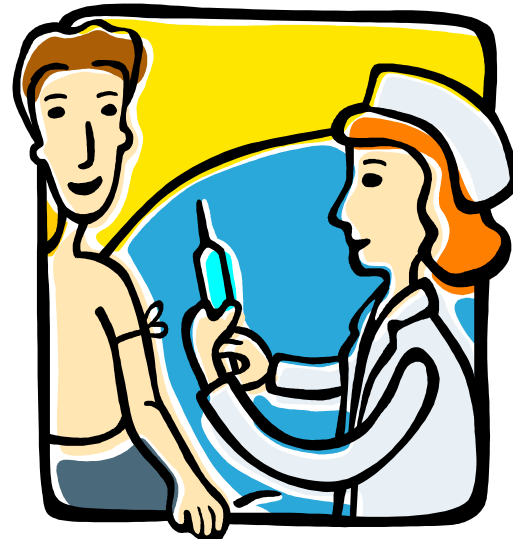
1 of 1

Downloaded (0 B) : Unknown Zone

The Immunization Record provides an official printable shot record for the patient/parent to take with them.

## Exercise 2 – Give Vaccine

- **Search** – Utilize the search feature to locate the patient you created during first exercise
- **Record a Vaccination** – Add vaccination using “Quick Add”
- **Record a Historical “PR” Vaccination** – Add a vaccination using “Add History”
- **Immunization Record** –  
View the Immunization Record



# Vaccinations Overview (Type 2)

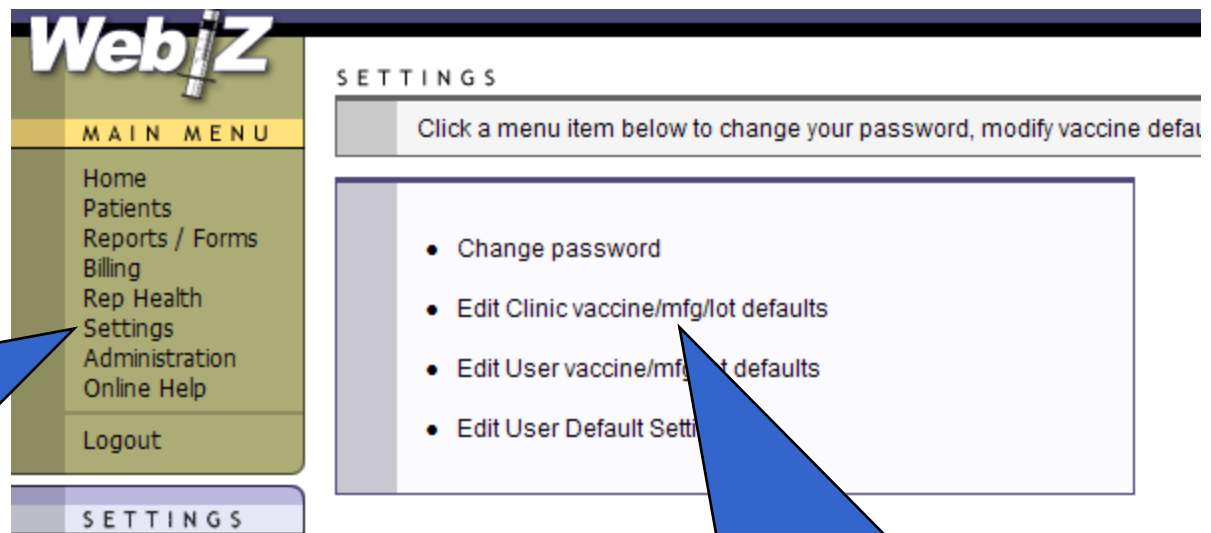
Recording vaccinations using the Type 2 method allows the user to capture vaccine lot details:

- Lot #
- Manufacturer
- Expiration Date
- Funding Source

**Before** recording vaccinations, the user must enter the lot details for

***all vaccines in their refrigerator...***


Click on **Settings**  
in the Main Menu




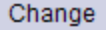
To set the vaccine “defaults,” click on  
**“Edit Clinic vaccine/mfg/lot defaults”**



# Vaccinations Overview (Type 2)


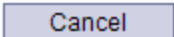
## SETTINGS

Edit default vaccines and lot numbers for the selected clinic and click the *Update* button to continue. 

### Edit Vaccine/Mfg/Lot Defaults for Clinic

Clinic  
MANDY'S VAX  

Vaccine   Manufacturer	Lot	Funding Src	Expr Date	Dosage	Route	Delete?
CPOX (VARICELLA)   MSD-MERCK	12345	VFC	06/30/2009	0.50	SUBCUTANEOUS	<input type="checkbox"/>
						
						
DTAP-IPV (KINRIX)   SKB-GLAXO						
CPOX (VARICELLA)   MSD-MERCK						
DT (PED)   PMC-SANOFI						
DTAP   SKB-GLAXO						
DTAP   PMC-SANOFI						
DTAP   WAL-WYETH						
DTAP-HEP B-IPV (PEDI)   SKB-GLAXO						
HBIG   BAYER						
HEP A, ADULT   SKB-GLAXO						
HEP A, ADULT   MSD-MERCK						
HEP A, PED/ADOL   SKB-GLAXO						
HEP A, PED/ADOL   MSD-MERCK						
HEP A-HEP B   SKB-GLAXO						
HEP B, ADULT   SKB-GLAXO						
HEP B, ADULT   MSD-MERCK						
HEP B, PED/ADOL   SKB-GLAXO						
HEP B, PED/ADOL   MSD-MERCK						
HEP B, PED/ADOL   WAL-WYETH						
HIB (PRP-OMP)   MSD-MERCK						
HIB (PRP-T)   PMC-SANOFI						
HIB-HEP B   MSD-MERCK						

Using this method  
*complies with the upcoming July 1, 2009  
registry data entry requirement*



# Add a New Vaccination (Type 2)

WebIZ - Windows Internet Explorer

http://health.nv.gov/webiztrn/

File Edit View Favorites Tools Help

WebIZ

WEB IMMUNIZATION TRACKING SYSTEM

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PATIENT VACCINATIONS

Use this Screen to Add and Administer Vaccinations.

Immunization Record ...  
Administrative Record ...  
Edit My Vaccine Defaults ...

Add Vaccination  
Administer Vaccine  
Add History

Edit patient vaccinations - MOUSE, MINIE (1052521) DOB: 12/15/1966

DOB: 12/15/1966 Age: 41 years 9 months 18 days Reminder Date: Allergies/Risks ARE specified

Vaccine:	Dose:	Date:	Age:	Clinic		
MENINGOCOCCAL, NOS	1	01/01/2004	37y 0m 16d	PR	?	Update
DTAP	1	12/09/2000	33y 11m 24d	CCHD-PR	?	Update
DT (PED)	2	06/15/2004	37y 6m 0d	PR	?	Update
DTP-HIB	2	06/15/2004	37y 6m 0d	PR	?	Update
DT (PED)	3	01/01/2005	38y 0m 16d	PR	?	Update
DTP	3	01/01/2005	38y 0m 16d	PR	?	Update
DTP-HIB	3	01/01/2005	38y 0m 16d	PR	?	Update
DTP-HIB-HEP B	3	01/01/2005	38y 0m 16d	PR	?	Update
DT (PED)	4	09/07/2006	39y 8m 22d	CCHD-PR	?	Update
DTAP-HIB	4	09/07/2006	39y 8m 22d	CCHD-PR	?	Update
DTP-HIB	4	09/07/2006	39y 8m 22d	CCHD-PR	?	Update
DTP	5	02/02/2007	40y 1m 17d	PR	?	Update
DTP-HIB	5	02/02/2007	40y 1m 17d	PR	?	Update
DTP-HIB	6	06/12/2007	40y 5m 27d	PR	?	Update

Trusted sites 100%

Adding a vaccine with Type 2 is essentially the same as Type 1

...Type 1 takes 1 step;

Type 2 takes 2 steps.

Click on

**Add Vaccination**

To take the 1<sup>st</sup> step...

# Add a New Vaccination (Type 2)

As you can see, the “Add” screen for Type 2 is very similar to Type 1.

Complete the necessary fields, then...

Click “Save and Administer”

To take the 2<sup>nd</sup> step...

## PATIENT VACCINATIONS

Click on the 'Save And Administer' button to add the vaccines and proceed to the Administer Vaccines screen. Click on the 'Done' button to create add vaccines and return to the Patient Vaccinations page. Click 'Cancel' to return to the Patient Vaccinations page . . .

### Add a new vaccination - MOUSE, MINNIE (1052521) DOB: 12/15/1966

#### Patient Allergies/Risks

Bee Stings, Egg (severe allergy), Immunodeficiency, History of Chicken Pox, PENICILLIN

Save and Administer

Done

Cancel

Clinic:

MANDY'S VAX

Vac Date:

10/03/2008



Age:

41y 9m  
18d

☐

: Do not set this clinic as the Default Clinic for this Patient

Vaccine:

If Vaccine Refused, Reason:

<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Save and Administer

Done

Cancel

# Administering a Vaccination (Type 2)

## PATIENT VACCINATIONS

Administer the following vaccines and click the *Done* button to continue.



Administer vaccinations - MOUSE, MINNIE (1052521) DOB: 12/15/1966

Administered By:

HARRIS, AMANDA (OTHER) ▼

Vaccine	Mfg   Lot   Exp Date (MM/YY)   Funding Src	Site	Route	Dosage	Did Not Admin	Delete If Vaccine Refused, Reason
CPOX (Varicella)	(C)MSD-MERCK   98765   12/08   VFC ▼	▼	SUBCUTANEOUS ▼	0.50	<input type="checkbox"/>	<input type="checkbox"/> <input type="text"/>
	(C)MSD-MERCK   12345   06/09   VFC					
	(C)MSD-MERCK   98765   12/08   VFC					

On this screen, users select the lot # administered from the drop down list, as well as the body site.

The Route and Dosage amount are populated by WebIZ.

When done, click "Done."

# Administrative Record

http://health2k.state.nv.us/webiztrn/Reports/Files/adminrecord\_24527075\_20060322...

Save a Copy Select 56%

Sign

**Administrative Record**  
Nevada Immunization registry

March 22, 2006  
SHOTS-R-US  
500 W 1ST ST

**MAGGIE SIMPSON**  
DOB: 09/01/2005 Gender: FEMALE Patient ID: 1052486 Next Reminder Date: 05/21/2006  
Known Patient Allergies / Risks: Reactions:

Immunization History (\* = Reaction Specified)

DTaP	DOSE	DATE	AGE	CLINIC	ADMINISTERED BY	SITE	ROUTE	MFR	LOT NO	DOSAGE	VIS DATE
DTaP	1	03/22/2006	0Y 6M 21D	SHOTS-R	BRAD COUSE	RD	Intramuscular	PMC-	SDEW345	0.50	07/30/2001

Polio	DOSE	DATE	AGE	CLINIC	ADMINISTERED BY	SITE	ROUTE	MFR	LOT NO	DOSAGE	VIS DATE
IPV	1	03/22/2006	0Y 6M 21D	SHOTS-R	BRAD COUSE	LT	Subcutaneous	PMC-	198677YF	0.50	01/01/2000

Hib	DOSE	DATE	AGE	CLINIC	ADMINISTERED BY	SITE	ROUTE	MFR	LOT NO	DOSAGE	VIS DATE
Hib	1	03/22/2006	0Y 6M 21D	SHOTS-R	BRAD COUSE	LD	Intramuscular	MSO-	Q0938UT95	0.50	12/16/1998

HEPB	DOSE	DATE	AGE	CLINIC	ADMINISTERED BY	SITE	ROUTE	MFR	LOT NO	DOSAGE	VIS DATE
Hep B, pediatric	1	09/01/2005	0Y 0M 0D	PR							
Hep B, pediatric	2	03/22/2006	0Y 6M 21D	SHOTS-R							07/11/2001

PCV7	DOSE	DATE	AGE	CLINIC	ADMINISTERED BY	SITE	ROUTE	MFR	LOT NO	DOSAGE	VIS DATE
PCV7 (Prevnar)	1	03/22/2006	0Y 6M 21D	SHOTS-R	BRAD COUSE	RT	Intramuscular	WAL-	Q093448EG	0.50	09/30/2002

1 of 1

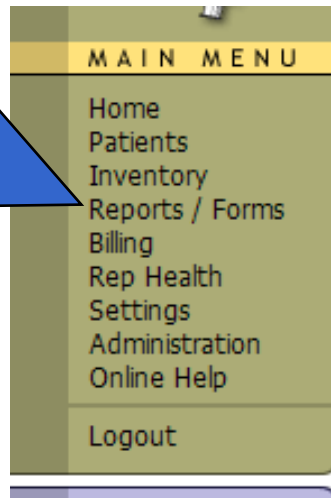
Downloaded (768.35 MB of 771.73 MB) : Unknown Zone

The Administrative Record provides a detailed immunization record that can be placed in the patient's medical file. It contains additional information not indicated on the immunization record.

# Tips for using Type 2

- **REMEMBER!!** Always administer doses
  - If a dose is *not* administered, it is **not deducted** from your on-hand inventory
  - Leaving a dose un-administered prevents other providers from administering *their* vaccinations
  - To find any un-administered doses, go to...

Reports/Forms,  
then  
Management  
Section,  
then...



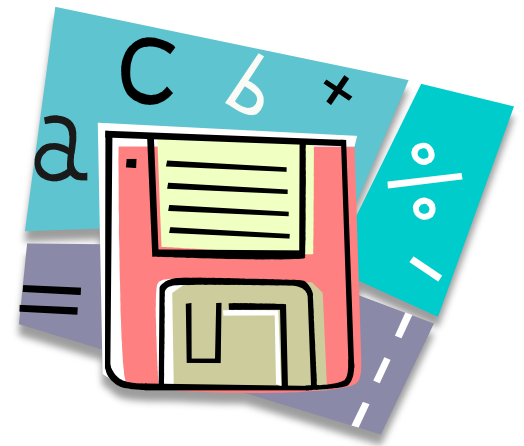
## Management

Dosage Report  
Appropriate Immunizations Report  
VFC Patient Count  
VFC Vaccination History  
Patients By Insurance Source  
Patient Vaccinations By Insurance Source  
Patient Roster  
Vaccine Recall  
Inventory Transaction Management  
Vaccines Added but not Administered  
Vaccinations by Funding Source  
Patients with Possible Duplicate Vaccinations

"Vaccines  
Added but not  
Administered"

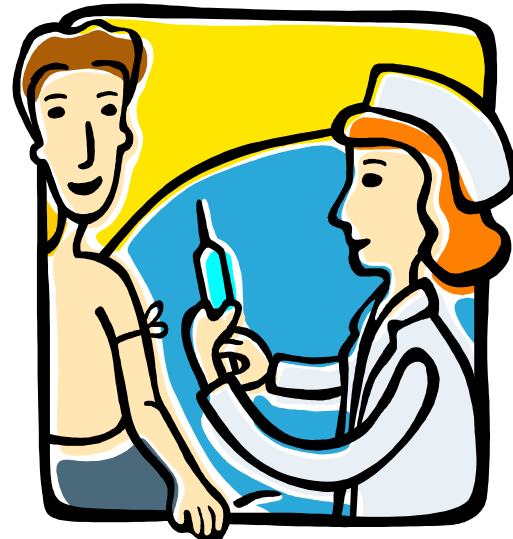
## Tips for using Type 2

- Recording lot #'s means a list of *all patients receiving a specific vaccine may be **recalled at any time!***
- By managing vaccine inventory in WebIZ, an Administrative Record can be printed for the patient's file
- It shows:
  - Lot #, Manufacturer, Exp. Date
  - VIS date
  - Who Administered the dose
  - Site, Route and Dosage amount



# Exercise 3 – Give Vaccine

- **Add a vaccine lot** – Use “Settings” to add a vaccine lot
- **Search** – Utilize the search feature to locate the patient you created during first exercise
- **Record a Vaccination** – Add & Administer the vaccine added by using the Type 2 method
- **Administrative Record** –  
View the Administrative Record



# Update Existing Vaccination

WebIZ - Microsoft Internet Explorer

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- Allergy / Risks

**PATIENT VACCINATIONS**

Click on the 'Done' button to modify the vaccination or click 'Cancel' to return to the Patient Vaccinations page ...

**Edit an existing vaccination - SIMPSON, MAGGIE (1052486) DOB: 09/22/2006**

**Patient Allergies/Risks**

(none)

? Delete Invalidate

**Clinic:** SHOTS-R-US **Administered by:** COUSE, BRAD (OTHER)

**Vaccine:** HIB **Mfg:** MERCK

**Lot/Serial:** Q0938UT95ERG **Fund Src:** VFC **Expr Dt:** 11/30/2006

**Vac Date:** 03/22/2006 **Age:** 0y 6m 21d **Patient is VFC Eligible**

**Dosage:** 0.50 **Admin Site:** LD **Route:** INTRAMUSCULAR

Done Internet

By clicking "Update" on a recorded vaccine row, users can view detailed information about the event, as well as add Adverse Reaction data and record the date a VIS was given to the patient.



# Additional Vaccination Information

WebIZ - Microsoft Internet Explorer

File Edit View Favorites Tools Help

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- Programs
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- Vaccinations
- Allergy / Risks

**Group**  
Hib

**Do**  
1

Reminder Date for Next Vaccination  
05/21/2006 ☐ No Reminder

☐ Adverse Reaction? Reaction:

Result Date: Reading: Measurement: Read By:

(mm)

Notes:

**VIS Effective Date(s)**  
Hib - ENGLISH - 12/16/1998 given on : 03/22/2006

Done Internet

VIS information can be updated here. All current VIS's posted in WebIZ and are associated with the appropriate vaccine(s).

# Settings Menu

WebIZ - Windows Internet Explorer

https://health.nv.gov/WebIZ/

File Edit View Favorites Tools Help

WebIZ

WEB IMMUNIZATION TRACKING SYSTEM

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**SETTINGS**

Click on a settings link to the right to update your preferences, change your password or perform special functions.

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**SETTINGS**

Click a menu item below to change your password, modify vaccine defaults, or edit your default settings.

- Change password
- Edit User Default Settings

**Additional Settings**

Use Auto Recommend Feature: NO

Use History Screen With Date Boxes: YES

Number of Date Boxes on History Screen: 10

Update

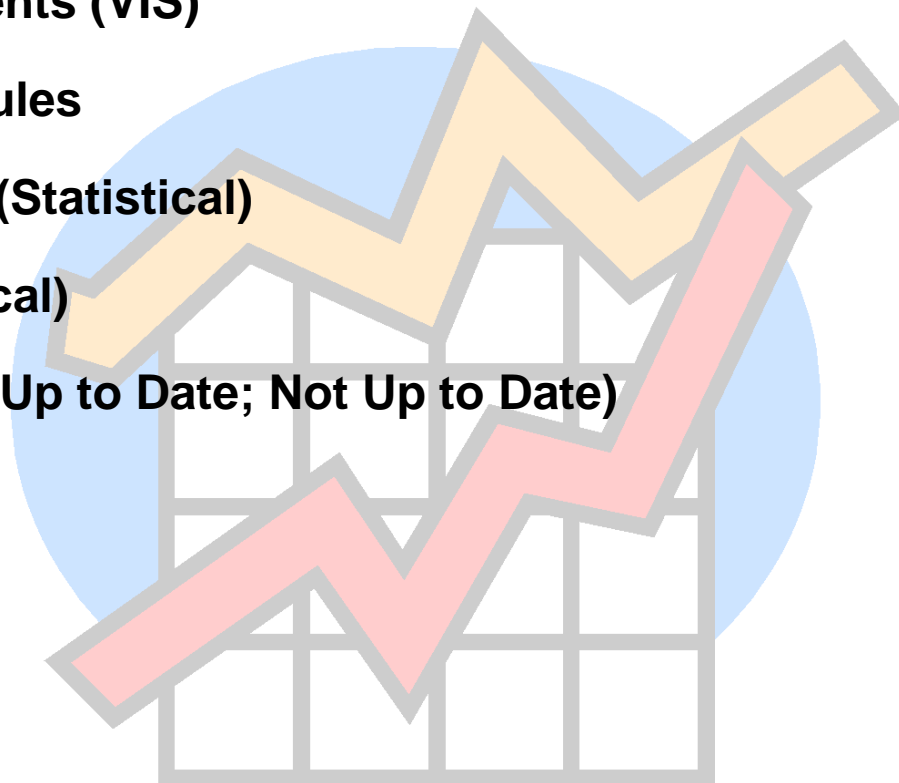
In “Settings,” users may Change their password and customize some WebIZ use options (see “User Default Settings” inset)

# Settings Menu

- **Change Password** – This allows users to change their password. Note that this is not meant for resetting forgotten passwords – users must contact the HelpDesk to be reset.
- **Edit User Defaults** – This allows users to customize certain features of their WebIZ use. Users may choose whether to turn on the Auto-Recommend feature (on the Vaccinations screen) and may customize the appearance of the Add History screen.

# Reports/Forms

- Vaccine Information Statements (VIS)
- ACIP Child and Adult Schedules
- Clinic Immunization Counts (Statistical)
- VFC Patient Counts (Statistical)
- Appropriate Immunizations (Up to Date; Not Up to Date)
- Patient Roster
- Dosage Report
- Patient Reminder/Recall



**\*See “WebIZ Report Overview” in  
“Reports/Forms,” “Standard Forms” section  
for report details.**

# WebIZ Help Desk Contact Information

## Contacts:

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